

POLICY: Student Attendance

1. PURPOSE

The purpose of this policy is to describe Brisbane Catholic Education's (BCE) approach to improving student attendance through the consistent management of attendance and non-attendance to meet legislative requirements and sector standards.

This policy must be read in conjunction with the Student Protection policy, Student Wellbeing policy, Student, Parent and Guardian Complaints Management policy and the school's Student Attendance procedure.

2. RATIONALE

Improving student attendance involves staff, students, families and carers understanding their respective responsibilities. The effective monitoring of student attendance and non-attendance involves accuracy in roll-marking and proactive follow up of student non-attendance by schools.

3. POLICY STATEMENT

BCE is committed to student attendance being a priority in schools through consistent practices of roll-marking, monitoring and proactive follow-up of student non-attendance. Schools will communicate high expectations of attendance to students, families and carers, and celebrate high attendance.

4. PRINCIPLES

Student attendance is achieved by schools applying the following principles:

- attendance is everyone's responsibility
- engage with the school community and families and carers on the importance of attendance
- celebrate and acknowledge high attendance i.e. above 95%
- support and reengage students with attendance below 90%
- regularly track and monitor student attendance data, following up on all on unexplained absences.

5. REFERENCES

- ACARA National Standards for student attendance data reporting
- Education (General Provisions) Act 2006, Ch. 9 Parts 1, 3, 4; Ch. 10 Parts 1- 5, s. 426
- Education (General Provisions) Regulation 2017 (Qld), Part 4
- Description of Attendance Categories – eMinerva
- Student Attendance – Reporting Criteria.